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MINUTES

MEDICAL STAFF CAREER SERVICE BOARD MEETING

Wednesday, 26 June 1957

Present: C/MS - Chairman . . . . . Dr. Tietjen  
DC/MS - Voting Member . . . . .  
C/PD - Voting Member . . . . .  
C/TSD - Voting Member . . . . .  
Personnel Placement Officer . . . . .  
C/ASD - Executive Secretary . . . . .  
Secretary to C/MS - Recording Secretary . . . . .

25X1A9a

1. Minutes of Previous Meeting

The Minutes of the Medical Staff Career Service Board Meeting of 14 June 1957 were approved by the Members without comment.

2. Career Staff Application

The Career Staff Application of [REDACTED] GS-7, Nurse, 25X1A9a was approved for forwarding to the CIA Selection Board as a Type "A" case.

3. Promotion

25X1A6a

The Executive Secretary reviewed a request from the Chief of Station, [REDACTED] for promotion of [REDACTED] GS-10, Medical Technical Assistant, to GS-11. The Executive Secretary recommended consideration of this promotion be deferred until the competitive evaluation of all Medical Staff GS-10s is completed; the Members concurred in this recommendation.

4. Grade of Medical Technicians on Assignment Overseas

It was decided as a matter of policy that technicians will normally enter on duty at the GS-6 grade (this will not, however, preclude entry at the GS-7 level in justified cases). The technician will normally remain at Headquarters in a training status for six months after entrance on duty, thus making him eligible--insofar as time-in-grade is concerned--for promotion to GS-7 prior to overseas assignment. In the event it is necessary to assign a technician overseas prior to completion of six months of service, consideration will be given to his promotion to GS-7, as an exception, prior to his actual overseas assignment.

5. Assignment

The Executive Secretary stated he had intended to announce a candidate for assignment to Saipan as a replacement for [REDACTED] HMC, 25X1A9a

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ORIG COMP			39	TYPE	01
ORIG CLASS				REV CLASS	
JUST	22	NEXT REV	287	AUTH	

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Medical Technician, who will depart his post on 15 August 1957. However, since issuance of the Agenda for this meeting, the candidate has requested an interview with C/ASD and, accordingly, the Executive Secretary requested deferment of this matter.

6. Assignment Potential

25X1A9a As a result of the Meeting of 14 June 1957, at which time the case of  
25X1A9a [REDACTED] GS-6, Medical Technician, was reviewed, a Fitness Report from Subject's supervisor was requested as well as a recent psychiatric report on [REDACTED]. These two reports were presented and, on the basis of present evidence, the Executive Secretary recommended action be initiated with the Office of Personnel to separate [REDACTED]. The Board 25X1A9a Members concurred in this recommendation and [REDACTED] will be referred to the Personnel Placement Officer for such purpose.

7. Field Reassignment Questionnaire

25X1A9a

Receipt of a Field Reassignment Questionnaire from [REDACTED] GS-15, Medical Officer, was noted.

8. Review of Fitness Reports

25X1A9a

a. The Board noted the receipt of a Fitness Report on [REDACTED] GS-7, Secretary (Stenographer).

25X1A9a b. The recent Fitness Report on [REDACTED], GS-9, Medical 25X1A9a  
25X1A9a Technician was noted. C/TSD added several remarks in commendation of [REDACTED] performance and C/MS informed the Board of complimentary expressions from technicians overseas regarding the training they received under [REDACTED] supervision. C/MS will prepare a memorandum to Mr. [REDACTED] 25X1A9a for his official file including all of these points.

9. Review of Training Evaluation Reports

Receipt of Training Evaluation Reports on the following personnel was noted:

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[REDACTED]  
Medical Officer - IOC  
Technician - Administrative  
Technician - Reading Improvement

10. Periodic Step Increases

The following personnel will receive Periodic Step Increases in the near future:

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25X1A9a

GS-14, Psychologist (Clinical)  
GS-9, Medical Technician

MS/mam

Distribution:

- Orig - C/MS
- 1 - DC/MS
- 1 - C/PD
- 1 - C/TSD
- 1 - C/PCD
- 1 - C/ASD

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